



PROVISIONAL

POSITION DESCRIPTION: Grand Superintendent of Research & Education

APPOINTED BY: Grand Master

TERM OF APPOINTMENT: Annual Appointment generally for 3 years and for a maximum of 6 years.

RESPONSIBLE TO: Grand Master

FUNCTIONAL RELATIONSHIPS: Divisional Grand Masters
Executive Director
Grand Secretary
Research Lodges

POSITION SUMMARY:

The Grand Superintendent of Research and Education shall superintend and co-ordinate the organisation, administration and operation of all Masonic research and education for Freemasons NZ.

He is to provide the encouragement and motivation of Division and Region education personnel.

He shall also advise Research Lodges in the fulfilling the requirements of their charters.

PREFERRED EXPERIENCE:

The Grand Superintendent of Research and Education is required to have experience of Masonic research and / or Masonic education matters. He shall have an understanding of the concepts of education pedagogy. Experience in general research and education is helpful. He should have good people management skills.

GENERAL REQUIREMENTS:

- Strong effective guidance on research and education matters of Freemasons NZ to all members, in particular the Grand Master and Grand Secretary.
- To review past and current Masonic education initiatives in New Zealand, and in other jurisdictions, to ensure the transfer of best practice in the education and personal development of Freemasons in New Zealand.
- Provide support and guidance to Divisional Grand Masters and Grand Superintendents of Regions to ensure that Masonic research and Masonic education best practice are in place for all Freemasons NZ members.

- Develop and supervise training programs on Masonic education for Freemasons in New Zealand.
- To be a member of and provide guidance and assistance to Committees of Grand Lodge relating to Masonic education and membership matters.
- To ensure that national policies and strategic decisions on educational matters as approved by the Board of Directors are brought to the attention of Divisional GMs and Grand Superintendents of Region.
- This role requires early planning of a successor. The Grand Superintendent of Research and Education shall discuss identification of his successor with the Grand Master half way through his term.

LEGAL PROVISIONS:

Refer to Management of the Craft Part XII CR 76A in the Book of Constitution.

DELEGATIONS:

Generally, there are no delegations or provisions to exercise authority unless specifically delegated by Grand Master or by the Board. When undertaking any such delegated activity, expenses shall be covered within the appropriate Grand Lodge budget.

Travel and associated expenses shall be approved by the Executive Director.

The Grand Superintendent of Research and Education has no authority to commit financial expenditure in undertaking this role except:

- i. as provided under Rule 219g where the Board may from time to time determine what expense it will allow to any Officer or Brother, or
- ii. where specifically included in the approved Grand Lodge or Division annual plan and budget,

and then only with the authority of either the Grand Master, Executive Director or the Transitional Divisional Grand Master as appropriate.

EXCEPTIONS:

The foregoing paragraphs are intended to describe the duties that the appointee will be expected to undertake in this position.

It should not be regarded as a complete and exhaustive list and does not prevent the addition, alteration, or deletion of duties from time to time in accordance with the needs of Freemasons New Zealand as may be approved by the Board of Directors.

It is inherent that the principles and tenets of Freemasons must be upheld to the highest standards and recognises that we are a membership driven organisation where members give their time freely for the advancement of Freemasonry through their respective Lodges, Geographic Regions and Divisions.

APPROVED:

Authorised signature:	
Name:	Warwick Bell
Position:	Chair, Board of Directors
Resolution:	Pending
Date:	Pending